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24 April 1970

MEMORANDUM FOR: EA/TR

SUBJECT : Weekly Activities Report

1. On Tuesday members of the Language School and [REDACTED] of  
the Support School met in the office of [REDACTED] C/RECD/OL, with members  
of his staff to examine the floor plans of two of the buildings under  
consideration as new quarters for the Language School and SUS. We reviewed  
specifications originally given the bidders particularly the requirements  
for sound control between classrooms and possible security problems. We  
designated [REDACTED] as the Language School contact with the architects.

On Wednesday the two architects, ██████████ visited the Language School to get a first hand look at our space requirements, method of operation, and to discuss the various permutations of space used. It was apparent that one of the big problems is accommodation to the requirement for classroom acoustical isolation which will add materially to cost and complicate air conditioning problems. ██████████ plans to have floor plans drawn of the two buildings to resubmit to the property owners. Tony's deadline for this is Wednesday, 29 April.

At a meeting this morning at Ames Building the security representative had severe reservations about securing either of the two buildings from the viewpoint of required additional guard force personnel as well as costs. He cited a policy which stated that the Agency would not lease only a part of a building.

2. [REDACTED] has been taking a course in Transformational Grammar at Georgetown to familiarize himself with the jargon and formulas that are currently used in many linguistic discussions presently being published. He is now preparing a short series of lectures intended to explain the formulas and terminology well enough to enable a person to read current technical articles. With this short course, we should obviate the necessity of sending a number of our staff for a semester each of college study.

### 3. Personnel Notes

[REDACTED] joined our staff on Monday as deputy of the Germanic Languages Department. [REDACTED] is well qualified academically and has had experience as a supervising linguist at [REDACTED] Institute as well as [REDACTED]

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4. Language School Statistics

Students and Classes as of 24 April 1970:

<u>Students</u>	<u>Classes</u>
Full-time - 80	Full-time - 37
Part-time - 134 (25 BAHLT) (58 Hqs.)	Part-time - 51 (6 BAHLT) (12 Hqs.)

Laboratory hours for the week of 13 - 17 April:

Headquarters lab - 232  
Language School lab - 73

Fourteen proficiency tests were given during the week of 13 - 17 April.

[REDACTED]

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/ Chief, Language School

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